

The Mitchellville Water Board Executive Board Meeting held Wednesday, August 27, 2025. Water Board Members present were: Chairman Jeremy Palmer, Mickey Woolard, Jim Grimes, and Julie Dunn. Visitor present was: Steve Lambert.

Interviewees for maintenance operator "Cliff Notes from each candidate"

1. Zeb Hicks (see attached resume)
 - a. Will work any time
 - b. OSHA 30 card
 - c. Hands on type person
 - d. TWIC Card
 - e. Can access mine property
 - f. Can weld and use torch
 - g. Wants to be closer to home
 - h. Has been in sales & service
 - i. Will travel
 - j. Will do what's right
 - k. Likes to fix things
 - l. Ok with callouts
 - m. Good with pinpointing problems
 - n. Salary range with no benefits would be between \$50,000 to \$60,000
2. Brad Davidson (see attached resume)
 - a. Youth minister now
 - b. No problem with being on call
 - c. Computer savvy
 - d. Experience working with tractors
 - e. Salary range \$45,000 to \$50,000
3. Dustin Kielhorn (see attached resume) (phone interview)
 - a. Part-time position only
 - b. Would be available Friday, Saturday, Sunday and possibly another day thru the week
 - c. IDOT experience
 - d. Familiar with Water District
 - e. Owns numerous equipment including vac . machine, drills, skid steer, dump truck, etc.
 - f. Flat rate salary \$20.00 to \$25.00 per hour with no overtime rate

Interviewees for Secretary/Bookkeeper "Cliff Notes from each candidate"

1. Olivea Tison (see attached resume)
 - a. Works in healthcare
 - b. Works under pressure
 - c. Can handle phone calls
 - d. Wants to work 3 or 4 days per week
 - e. Will work callout

- f. Hourly rate \$17.00 to \$18.00 per hour
- 2. Tiffany Kielhorn (see attached resume)
 - a. Wants to help district
 - b. She is a notary
 - c. Available 2 to 3 days a week
 - d. Computer savvy
 - e. Grant writer
 - f. Uses Google forms
 - g. Uses Quick Books
 - h. Familiar with payroll
 - i. Hourly rate \$16.00 to \$17.00 per hour
- 3. Julie Lambert (see attached resume)
 - a. Works customer service
 - b. Works well with others
 - c. Computer savvy
 - d. Very organized
 - e. Will work full-time or part-time
 - f. Salary range: she stated she has no idea what she wants

Note: Steve Lambert left the meeting prior to Julie Lambert's interview.

Julie Dunn made a motion to go out of Executive Session. Mickey Woolard seconded the motion. Voice Vote, all in favor, motion carried.